

2013
Behavioral Health Services for Homeless Families with
Young Children Living in Transitional Housing RFQ
The last day to ask questions is Thursday, 5/9/13 at 5:00 p.m.

QUESTIONS AND ANSWERS

Questions 1 through 8 from Information Session on April 29, 2013 (Posted: 5/7/13)			
Question #	Date Received	Question	Response
1.	4/29/13	Some of our agency therapists are associates and not licensed yet. Can they be part of this project?	No. Therapists must be licensed. Refer to RFQ Guidelines page 10, section: Description of Key Staff and Staffing Level.
2.	4/29/13	What are the criteria for the supervisor?	Supervisor must be a licensed therapist. Supervisor should also have qualifications to provide clinical consultation. If not, applicant must show evidence of plan for clinical supervision.
3.	4/29/13	Are you looking for one agency or more to work on this contract?	HSD seeks the most qualified agency/agencies to perform this work. We anticipate funding one or two applicant agencies through this funding opportunity.
4.	4/29/13	When will Questions and Answers be posted on the HSD website?	Questions and answers will be posted on the HSD website the week of 5/6/13.
5.	4/29/13	When will funding notifications be made?	The goal is June with a tentative contract start date of June 17, 2013, as outlined on page 4 of the RFQ Guidelines, section: Timeline.
6.	4/29/13	Do you think the services will be meeting the needs of the Broadview families?	Yes. Response from families has been very enthusiastic. There are families on a wait list for behavioral health services. HSD is building positive relationships with the Broadview staff, collaborating agencies and families.

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7.	4/29/13	Where is the funding come from?	The funding source is Human Services Department (HSD) General Fund.
8.	4/29/13	What are the changes that have been made to this RFQ?	The application has been simplified. The changes in the amended version of the RFQ (posted on 4/30/13) include: 2014 funding amount allocation and staffing requirements of an annual national criminal background check. The changes are reflected on pages 3, 12 and 13 of the RFQ Guidelines and Application document.
Questions 9 through 20 from Information Session on May 2, 2013 (Posted 5/7/13)			
9.	5/2/13	Can we consider supervisor time internal match or can it be included in the line item budget?	Supervisor time can be internal match and/or it can be included in the line item budget as an allowable HSD expense. Refer to RFQ application pages 19-20, section: C, Key Staff Qualifications and D, Budget and Leveraging. Final budget allocations will be negotiated during contract development for awarded agencies.
10.	5/2/13	Who are the families currently being served at Broadview?	Families currently being served are African American, European American and some Latino families. Somali families also participated in project planning focus groups.
11.	5/2/13	Why is there a transition happening with these funds?	This is not a transition. This is an expansion of a currently funded pilot project which was launched in late 2012. The funds in this RFQ are to provide services to an additional 14 to 16 children and their families.

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12.	5/2/13	What are expected outcomes, based on DSM IV and DCO-3?	HSD is seeking improvements in parent and child well-being indexes used in this project. We are also looking for classroom-based improvements in children's social emotional behaviors as measured by the Achenbach system of Empirically Based Assessment. Refer to RFI Guidelines page 11, section: Deliverable Outcomes/Milestones.
13.	5/2/13	What happens for families when they leave transitional housing?	Each child will be provided up to two months of therapy, if feasible, when the family leaves transitional housing to help with the child's transition to the new environment. Refer to RFQ Guidelines page 8-9, section: Required Service Components.
14.	5/2/13	Can families eligible for Medicaid continue with the agency past the six months?	Yes. Once families are no longer part of this project they can make private arrangements with the contracted agency if they desire.
15.	5/2/13	Will Broadview do an orientation for the therapy agency of their protocols?	Yes. Monthly meetings are happening between all partners: housing, therapist, child care providers and schools. The focus is on capacity building and a coordinated approach to supporting children and families. Training has been provided on trauma-informed care for all partners.
16.	5/2/13	If this pilot is successful, will the project expand in future?	HSD would like to see it expand and continue beyond the two-year pilot.

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17.	5/2/13	We may submit for a .5 infant therapist and a .5 school-age therapist. They report to different supervisors. Would both supervisors need to participate in the interview?	HSD prefers that both supervisors be present if the agency is selected for an interview between 5/24/13 to 5/31/13. If this is not possible, one supervisor will need to attend and represent the agency.
18.	5/2/13	Are children with pre-existing conditions before homelessness eligible to be served through this project?	Children's condition must be related to homelessness. Children who have a diagnosed developmental disability would not be eligible and support would be offered to help family with referral. If a child already has a therapist, the family would be encouraged to continue services with the existing therapist.
19.	5/2/13	What time of day would services take place?	The expectation is that the therapist will be available for some evening visits and possibly some weekend work. For parent/infant dyadic work, the schedule would need to meet the needs of families and parents who work during the day. For children over 3 years, the therapy can occur at the child care or the school.
20.	5/2/13	What is deadline for submitting questions?	Deadline for submitting questions has been extended to Thursday, 5/9/13 at 5:00 p.m.
Questions 21 to 24 (Posted on MONTH DAY, YEAR)			
21.	5/8/13	Who is currently providing the behavioral health services at Broadview?	Bailey and Bailey Counseling is the current contracted agency with HSD.
22.	5/8/13	Are you looking for mental health therapists who also have chemical dependency experience?	Not particularly. Refer to RFQ Guidelines page 10, section: C Description of Key Staff and Staffing Level.

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23.	5/8/13	Do you prefer therapists/staff with infant and young child expertise? Or clinicians with a wide range of child and family experience?	As stated on RFI Guidelines, page 9, section: Client Caseload and billing for services, preferably one therapist will be an infant mental health specialist.
24.	5/8/13	The staffing describes an experience of two .5 FTEs. Would other allocations be acceptable (i.e., .4 and .6 FTEs).	The allocation of .4 FTE and .6 FTE is not a preferred allocation for this program. Both therapists would be required to participate in monthly team meetings and provide technical assistance to children's child care/school settings. A .4 FTE allocation would not allow much time for direct service delivery. If you choose to propose this allocation, please include your rationale and your caseload plan for these allocations in your application.
25.	5/8/13	Why are you requiring licensed clinicians? Many skilled clinicians may not yet be licensed. The supervisor will be licensed.	Licensing is a project requirement as to provide the highest quality of behavioral health services to homeless children and families. Refer to RFQ Guidelines page 10, section C: Description of Key Staff and Staffing Level.